

Gas Leak

On-Site Resources	
<ul style="list-style-type: none">▪ Emergency Operations Plan▪ Crisis Response Team▪ School Evacuation Plan▪ Facility/Building Layout and Plans▪ Severe Weather Procedures	
Off-Site Resources	
<ul style="list-style-type: none">▪ Fire Department▪ Utility Companies	
Procedures	
<ol style="list-style-type: none">1. Upon gas leak detection or suspicion of gas leak, immediately notify Principal/Facility Manager and Head Custodian.2. If a gas leak is detected immediately Initiate Emergency Operations Plan and have Crisis Response Team (CRT) determine whether or not to initiate Evacuation Plan, Limited Evacuation Plan, Shelter In-Place, etc.3. DO NOT pull fire alarm4. DO NOT remain in building5. DO initiate evacuation by word of mouth6. Immediately notify Fire Department and the appropriate Utility companies (Gas and Electric)7. Document all actions8. Notify District Executives9. Notify Public Information Officer (PIO)10. Notify Transportation Department11. Initiate CRITICAL INCIDENT REPORT FORM12. Assist emergency responders and utility company in order to safely determine the situation.13. If gas leak is present and it is determined school closure is necessary, initiate SCHOOL CANCELLATION PLAN.14. If damage or injury occurs activate Explosion Response, MEDICAL EMERGENCY ACTIONS AND MULTIPLE CASUALTY INCIDENT.15. Upon all clear sign, evaluate situation and resume normal Facility/Building schedule.	